

Charter
for the
Chemical and Biological Defense Program
Programmatic Environmental Impact
Statement
Integrated Product Team

February 2001

1. **PURPOSE.** This charter establishes and outlines the membership and responsibilities of the Integrated Product Team (IPT) for the Programmatic Environmental Impact Statement (PEIS) of the Chemical and Biological Defense Program (CBDP).

2. **REFERENCES.**

a. National Environmental Policy Act of 1969, Public Law 91-190, 42 USC 4321, January 1, 1970.

b. 40 Code of Federal Regulations (CFR) 1500-1508, Council on Environmental Quality Regulations for Implementing the Procedural Provisions of the National Environmental Policy Act (NEPA), July 1, 1986.

c. Department of Defense Instruction (DoDI) 4715.9, Environmental Planning and Analysis, May 3, 1996.

d. Army Regulation (AR) 200-2, Environmental Effects of Army Actions, December 23, 1988.

e. AR 385-69, Biological Defense Safety Program, December 31, 1993 (32 CFR 626).

f. DA Pamphlet 385-69, Biological Defense Safety Program, December 31, 1993 (32 CFR 627).

g. AR 385-61, The Army Chemical Agent Safety Program, December 28, 1997.

h. AR 50-5, Chemical Surety, February 1, 1995.

i. Final Programmatic Environmental Impact Statement on the Biological Defense Research Program (FPEIS BDRP), April 1989.

j. Joint Vaccine Acquisition Program Programmatic Environmental Assessment, (JVAP PEA), September 1997.

k. MEMORANDUM, Deputy Assistant to the Secretary of Defense for Counterproliferation and Chemical/Biological Defense, subject: Biological Defense Modernization Program Environmental Assessment, July 15, 1998.

l. MEMORANDUM, Deputy Assistant to the Secretary of Defense for Chemical and Biological Defense, subject: Chemical and Biological Defense Program Environmental Impact Statement, June 13, 2000.

m. MEMORANDUM, Deputy Assistant Secretary of the Army (Environment, Safety

and Occupational Health), subject: Chemical and Biological Defense Program Environmental Impact Statement (EIS), August 1, 2000.

n. MEMORANDUM, Assistant Secretary of the Army (Acquisition, Logistics and Technology), subject: Approval Authority for the Chemical and Biological Defense Research Program Environmental Impact Statement, December 12, 2000.

3. **SCOPE.** The CBDP PEIS IPT will function as an element of program management to prepare the necessary documentation and take the necessary actions to ensure NEPA compliance in the CBDP.

4. **OPERATION.**

a. Membership.

(1) Chair. Deputy Assistant Secretary of the Army (Environment, Safety and Occupational Health (ESOH)). The Chair will endeavor to reach full consensus on all issues but, if necessary, will call for a vote.

(2) Core Members. Designated representatives from the following organizations constitute the core membership of the IPT. Only core members will have a vote if one is required.

- Defense Advanced Research Projects Agency
- DoD Public Affairs Office
- DoD Office of General Counsel
- Office of the Assistant Secretary of the Army (Acquisition, Logistics & Technology)
- Office of the Assistant Secretary of the Navy (Research, Development & Acquisition)
- Office of the Deputy Assistant Secretary of the Air Force (ESOH)
- United States Marine Corps
- Army Public Affairs Office
- Army Office of General Counsel
- Joint Program Office for Biological Defense

- U. S. Army Medical Research and Materiel Command (USAMRMC)
- U. S. Army Test & Evaluation Command (ATEC)
- U. S. Army Soldier and Biological Chemical Command (SBCCOM)

(Upon approval from the core members, the IPT membership may be expanded to include other technology agencies/activities and materiel developers deemed appropriate.)

(3) Advisory Members. The following Army organizations will provide advice and assistance consistent with their areas of expertise.

- Office of the Deputy Assistant to the Secretary of Defense (Chemical and Biological Defense)
- Office of the Deputy Under Secretary of Defense (Environmental Security)
- Office of the Director for Environmental Policy
- Office of the Surgeon General
- Office of the Deputy Chief of Staff for Programs
- Office of the Judge Advocate General (Environmental Law Division)

b. The specific responsibilities and accountabilities of the IPT are outlined below.

(1) Direction to and validation of the technical approach for project execution, including

- Identifying representative sites.
- Identifying significant issues and impacts requiring analysis.
- Identifying an interdisciplinary team of internal/external experts, as necessary, to assist in conducting or validating analyses.
- Identifying alternatives.

(2) Direct stakeholder consultations.

(3) Planning for and the execution of public involvement activities in the

preparation of the CBDP PEIS, including responding to comments.

(4) Acquisition and review of data relevant to CBDP activities and facilities.

(5) In accordance with applicable statutory and regulatory requirements, staff and gain approval for all required documentation to include, but not limited to, the following.

- Notice of Intent.
- Notices of Availability.
- Draft and Final Environmental Impact Statements.
- Announcement and accomplishment of proposed public scoping, as applicable.
- Record of Decision.

c. Administration.

(1) The IPT Chair will establish the agenda for scheduled meetings no later than one week prior to a meeting.

(2) Any member of the IPT may submit proposed agenda items.

(3) The IPT Chair will obtain required support for IPT activities from the CBDP EIS contractor in coordination with the U.S. Army Medical Research and Materiel Command Task Order Contracting Officer's Representative (TOCOR).

(4) Minutes will be prepared for each meeting. A summary of action items, action agencies, and suspense dates will be prepared before the end of the meeting. Draft minutes of each meeting will be prepared and distributed to all members for staffing prior to final release.

(5) All action items from previous meetings will be reviewed to determine that the action is closed or adequate progress is being made toward resolution.

d. Use of Electronic Media.

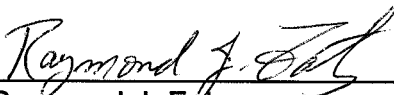
(1) When appropriate and at the discretion of the IPT Chair, the review and/or staffing of any CBDP EIS document will be accomplished by utilizing a restricted access web site designed for this purpose (<http://CBDP-IPT.detrack.army.mil>). Approved documents and appropriate back-up material will be placed on a separate public web

site established for the CBDP EIS project (<http://ChemBioEIS.detrick.army.mil>).

(2) In addition, electronic meetings will be utilized when convenient and appropriate, as determined by the IPT Chair. Instructions and procedures for conducting electronic meetings will be prepared and distributed by the IPT Chair.

5. **TERM.** The terms of this Charter are in effect upon the date of the signature of the approval authority. They will remain in effect until completion of the CBDP EIS. No organization will terminate their participation in the IPT without first notifying the IPT Chair in writing at least 30 days in advance.

APPROVAL:



Raymond J. Fatz
Deputy Assistant Secretary of the Army
(Environment, Safety and Occupational Health)
OASA(I&E)

DATE: February 5, 2001